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30 November 1954

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Investigation of Desirability of New Format for FDD Economic  
 Summary Material

I. PROBLEM

To estimate the desirability--from the point of view of ORR--of replacing FDD periodic economic summary publications with individual items on a 5" x 8" format.

II. ASSUMPTIONS

None

III. FACTS BEARING ON THE PROBLEM

- A. FDD is presently publishing six periodic economic publications of primary interest to ORR as follows:

	<u>Title</u>	<u>Period</u>
1.	Economic Report on Eastern Europe	Weekly
2.	Economic Information Report on China	Weekly
3.	Report on Extractive Industries in the USSR	Bimonthly
4.	Report on USSR Agriculture and Forestry	Monthly
5.	Report on USSR Production of Industrial Equipment	Monthly
6.	Report on USSR Transportation and Communications	Monthly

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- B. At the instigation of ORR, [REDACTED] the Office of Operations has recently begun furnishing economic items from foreign broadcasts to the intelligence community on 5" x 8" cards. This system replaces the former publication of these items in Economic Abstracts publications (comparable to the FDD publications listed above) and has met with general approval throughout ORR because of its efficiency and convenience for detailed research.

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- C. A poll conducted by the Support Staff, ORR, of all professional personnel in the Economic Research Area has indicated that foreign radio and press in translation is the source of information most heavily used for economic research.

#### IV. DISCUSSION

A survey of 28 ORR branches\* considered to be principal users of the material in the publications listed above indicated that 24 favor--with certain qualifications--the replacement of the FID economic summary publications with individual items on the 5" x 8" format. Reasons for favoring the new system appear to be: (1) the greater convenience of the 5" x 8" format for reference and filing; (2) the saving in clerical time spent in clipping and preparing for the files those pertinent economic items now appearing in the bound publications; (3) saving of analyst time now spent looking through the bound publications for the pertinent items; (4) the general adoption of the 5" x 8" file because of the prevalence of the use of this format by other intelligence producing agencies; (5) the utility of the file card system for detailed research; (6) the belief that more pertinent items would be received under the proposed system (less or no screening of items by FID); and (7) the belief that the items would be received in the branches with a shorter time lag than that obtaining at present.

While it is clear that ORR overwhelmingly favors the adoption of the proposed system, there are certain difficulties in connection with the institution of a change in the present method of handling this material. These are discussed in the following subparagraphs:

##### A. Opposition of FID

The principal officers at FID believe that the present system has proved most beneficial for the majority of the IAC consumers. It is alleged that the change will mean additional clerical work for FID. FID also feels that the new system would adversely affect morale since analysts would consider themselves translators rather than intelligence officers.

\*All branches in the Economic Research Area (25), D/E (1), D/T (2). The Industrial Register, OCD, a major consumer of this material, also favors the proposed system.

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**B. Added Staff Work Load Made Necessary by the New System**

The proposed change would lighten the work load on branch personnel but would increase the burden presently falling on the Control Branch (Reading Panel) of the Intelligence Information Staff. This branch, which routes all incoming material in ORR, is already operating on an overtime basis. It is estimated that the new system will involve the reading and distributing of approximately 2,600 additional documents per month. This represents about a 25 percent increase in the number of short documents\* read and distributed by this Branch. According to the Branch Chief, the new system would necessitate an additional position in the Reading Panel.

**C. Necessity of Maintaining a Central File of the 5" x 8" Cards**

A logical necessity of the proposed change is the maintenance of a central researchable file of the 5" x 8" cards in ORR. Many branches have expressed their approval of the proposed change contingent upon the availability of such a file. The Circulation Branch, Library Division, ORR, which would normally be responsible for this type of service, states that it does not have the manpower at present to establish and maintain such a file. It is their belief that an additional full-time clerk would be required to organize and maintain this file.

**D. Additional Costs**

While it has not been possible as yet to ascertain the total additional costs to be incurred, it is known that the proposed change will approximately double the expense in terms of reproduction costs.

**V. CONCLUSION**

ORR favors the replacement of PDD periodic economic summary publications with individual items on a 5" x 8" format, contingent upon the availability of a researchable central file of this material.

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\*The Branch divides its reading function into "long" and "short document" categories. Short documents are only a few pages in length. Long documents may run 50 to 100 pages. It is not possible to derive a meaningful over-all percentage increase of work load to include both categories.

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